

**BASE BULLETIN**  
**VANDENBERG AFB CA 93437-0759**

**7 February 2001**

**No. 6**

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items (via email to <mailto:publishing.management.dci@vandenberg.af.mil> or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614) to arrive at DCI/SCSP by noon Friday, the week before you want your item to appear. Submit your items typed or printed on 30 SW Form 8, Official Bulletin Notice. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Limit official items to four lines, unofficial to 2-3 lines and personal items to one line. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

**SECTION I - ADMINISTRATIVE DUTIES**

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961  
Safety Hazard? Dial 5-SAFE (If off base, dial 605-SAFE)

**SECTION II - OFFICIAL**

**1. 30th Communications Squadron:**

**a. Emission Security Announcement:** If you have classified processors and have a need to switch classified and unclassified signal wire lines or share one monitor, keyboard, and mouse with a classified central processing unit (CPU) and an unclassified CPU, an A/B switch can be used. Contact MSgt M. Landon at extension 5-2352 for more information. (30CS/SCBI, 5-3252)

**b. Rescinded Publication:** The following publication has been rescinded and removed from the VEPDL: AFI 34-801\_30SWSUP1, Youth Sports Program. (30 CS/SCSP, 67892/4)

**c. Important Notice:** AFMAN 10-100 is available electronically on the e-Publishing web site for viewing and downloading; therefore it will no longer be available as a physical product for ordering. All backorders have been cancelled. Additional copies will be printed and given to Lackland AFB for new recruits ONLY. All others needing large quantities may download a copy and submit to your local DAPS printing facility for reproduction. (E-Pubs)

**2. Traffic Management Office:**

**a. New Commercial Travel Office Contractor:** Effective 1 Jan 2001, N & N Travel and Tours Inc. has replaced Omega World Travel. Their location is Bldg 11777, Room C-113. The government passenger travel office has also moved to this new location. For further information, contact SSgt Loman at ext 6-7846. (30 TRANS/LGTTTP)

**b. Separating, Retiring or PCSing? PLAN AHEAD!** Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: TSgt Dobbs, ext 6-0904 (30 TRANS/LGTTH)

**c. Shipping/Receiving Packages via Federal Express:** Attention all base organizations that ship and/or receive packages via Federal Express: Under the DoD approved GSA contract, FedEx is authorized to transport unmarked classified packages to up a classification of SECRET. Any packages you receive from FedEx must be treated as classified material until it is determined to be otherwise. When shipping classified items, they must be processed through TMO Cargo Movement unless other arrangements have been made. TMO must be advised of the classification level. Any questions may be directed to MSgt Hawley, ext 6-3381 (30 TRANS/LGTTTF)

**3. DeCA Scholarship for Military Children:** One scholarship, worth \$1500, is awarded at each Commissary location to children of Active Duty, Reserve/Guard, and Retired members. High School Seniors and those studying full time toward their first undergraduate degree up to age 23, are eligible

OPR: 30CS/SCSPP-DCI

Distribution: F

to apply. Pick up an application at your local Commissary or download from [www.commissaries.com](http://www.commissaries.com).  
Deadline is 15 Feb 01. (DeCA/WP-VRG, 5-8801)

#### 4. 30<sup>th</sup> Security Squadron Information:

**a. Neighborhood Watch Program:** This program is run by you and designed to help ensure a safe and secure neighborhood. If you are interested in starting this program in your area, call Police Services, 5-0792. (30 SFS/SFOSP)

**b. Vacation Quarters Check:** If you live in base housing and plan to take leave or go TDY, have Security Forces check your home while you are gone. To make arrangements, stop by the Law Enforcement Desk, Bldg. 13675. For more information, call Police Services, 5-0792. (30 SFS/SFOSP)

**c. Firearms Registration:** IAW 30 SWI 31-101, Installation Security Program, Paragraph 14.3.1., all base residents who own or possess firearms must register them with the Pass and Registration Office. To initiate the process, request an AF Form 1314, Firearms Registration, from your orderly room. After completing in triplicate, take the signed form to Bldg. 11777, Room C-111. For more information, contact your Resource Protection Monitor, or call 5-0797. (30 SFS/SFOSP)

#### 5. Air Force Reserve Information:

**a. Palace Chase Briefing:** 13 Feb 01, 1300, Bldg. 11777, Room C-114. If you are interested in applying for this program, you must first attend this briefing. For more information, call MSgt Kartheiser (AF Reserve Recruiter, 6-2704). (30 MSS/DPMAR)

**b. Alabama Air National Guard Part-Time Vacancies:** Are you planning Palace Chase, Palace Front, or Separating? Would you like to continue receiving most of your active duty benefits and have a great part-time job? The Montgomery Air National Guard units have the following part-time vacancies: 1N0X1 – Intel Applications, 2A0X1B-Av Test Station, 2A1X1-Av Sensors Maint, 2A1X7-Elect Warfare, 2A3X2A-Av Attack Cont, 2A3X2B Inst & Flt Cont, 2A3X2C - Com Nav/Penaid, 2A3X3B-F-16 Crew Chief, 2A6X2-Age Mech, 2A6X4-Acft Fuels Sys, 2A7X1-Acft Metal Tech, 2E1X1-Sat Wideband Com, 2E1X3-Ground Radio Maint, 2E2X1-Elec Com Switch Sys, 2E3X1-Secure Comm, 2E6X3 Tele Sys, 2R0X1-Maint Data Sys Spec, 2T3X5-Veh Body Mech, 2T3X4-Spec Pur Veh, 2W1X1-Acft Arm, 3A0X1 – Info Mngt, 3C0X1-Comm-Comp Sys Opr, 3C2X1-Comm-Comp Sys Cont, 3E0X2-Elec Power Prod, 3E1X1-HVAC, 3E4X1 – Util sys Spec, 3E4X2-Liquid Fuel Sys, 3E4X3-Environmental, 3E9X1- Readiness, 3P0X1-Sec Forces Spec, 3S0X1 – Personnel Spec and 3S2X1-Trng Spec. Please contact MSgt Von Roberts at DSN 358-9191, 1-800-368-4481, or (334) 394-7191 for more information. (187FW/DPMR)

**c. Missouri Air National Guard Openings** We are looking for Pilots, Navigators, Command and Control Specialists, Intelligence Professionals, and Communication/Computer Specialists from all services. You too, can be a part of this exciting new mission for the 157th Air Operations Group, and travel the Pacific. Call now to find out how to apply for Palace Chase/Front and about our new State Tuition program. Call our recruiters today for more information on these officer and enlisted positions, DSN 490-8613 or COMM (314) 260-8613. (157AOG)

**6. Commissary & Mini-Comm Hours for President's Day:** In Observance of President's Day, the commissary and Mini-Comm hours will be:

19 Feb 2001	Both Stores:	Closed
20 Feb 2001	Main Store Hours:	Closed
20 Feb 2001	Mini-Comm Hours:	0600-2100 (DeCA/WP.VRG, 5-8803)

**OFFICIAL**

**STEPHEN L. LANNING**  
**Colonel, USAF**  
**Commander**

**SUSANNE BRIXLER-STAAB**

### SECTION III – UNOFFICIAL

**Retirement Ceremony:** You are cordially invited to a retirement ceremony honoring MSgt Joseph Sweeney at the flagpole outside Headquarters, Building #10577. The ceremony will take place on 13 Feb 2001 at 1500 hrs. During the ceremony, Nebraska Ave will be blocked off directly in front of Headquarters, Building 10577. Please plan accordingly if you have business in the area. Following the ceremony, a reception will be held at the 30<sup>th</sup> Medical Group auditorium. POC: MSgt Sacrison, 6-8860.

**Lompoc Community Concert Association:** Wednesday, 07 Feb 01, 1930. The Lompoc CCA concert presents Debra Reuter-Pivetta & Federico Pivetta playing flute & piano. Dedicated to the performance of contemporary music, this couple will present a delightfully versatile program. Adult, student, and family rate tickets available in advance or at the door, 500 East North Ave, Lompoc. For more information, call 733-3014 evenings. (ITT)

**Black History Month (BHM) Schedule Of Events:** (30CES/CEOHV, 6-4150)

Date/Time	Event	Location
7 Feb 01, 0945	Black Cultural Awareness	Las Padres Elementary Day School
9 Feb 01, 0945	Black Cultural Awareness	Crestview Elementary Day School
10 Feb 01, 1530	Afro-centric Film	Base Theatre (VAFB)
15 Feb 01, 1500	BHM Expo	Services Center, Bldg 10122
19-22 Feb 01, TBD	BHM Jeopardy	Services Center, Bldg 10122
24 Feb 01, 1800	BHM Banquet	Pacific Coast Club

**Community Support Center:** Pre-Register for all Classes, Workshops and Seminars. (30MSS/DPF)

**a. General Henry H. Arnold Education Grant Program:** The Air Force Aid Society, recognizing that higher education costs are rising while more restrictive needs tests are limiting access to loan programs, added a grant program to their list of education financing alternatives. This program provides \$1500 grants to selected sons and daughters of active duty, retired or deceased Air Force members, spouses of active duty members stationed stateside, widows of deceased members, retired AGR Reservists whether or not they are receiving retired pay, Title 10m AGR/Reservists on extended active duty and Title 32 AGR performing full-time duties, for their undergraduate studies. This year the Society hopes to award 5,000 grants. But you've got to apply before 16 Mar 01 to be considered. Visit your AFAS Section for an application today, or go on the internet at <http://www.afas.org/Afasedu.htm>, for an application. For more information, call 5-8551.

**b. Foundation to Parenting Series:** 8 Feb 01 to 1 Mar 01, 1300-1500. A workshop covering a series of parenting topics. To register contact Linda Bastine at 6-9958 or Greg Barisich at 6-5338.

**c. Monthly Prayer Breakfast:** 8 Feb 01, 0630 - 0720. All are invited to join the Chapel staff for a free monthly inter-faith Prayer Breakfast in the Chapel Annex. Breakfast is served at 0630, with guest speaker at 0650. For information, call 6-5773.

**d. Healthy Cooking Classes:** 1130-1300, 9 Feb 01. Call the HAWC, 6-2211, to sign up.

**e. Mutual Fund Basics:** 9 Feb 01, 1300-1400. Also known as Mutual Funds 101, this class will explain the basics of investing in mutual funds. To register call 6-4491.

**f. Sponsorship Training:** 12 Feb 01, 1500-1600. Hear about the changes in the program and learn sponsor responsibilities, relocation resources, and tips to assist newcomers. Also offered as a tutorial on the "Intranet" or website <https://intranet.vandenberg.af.mil/sponsor/index.htm>. To sign up call 6-0801.

**g. Survivor Benefit Plan for Spouses Class:** 13 Feb 01, 1400-1500. Estate planning is for everyone, and spouses of future military retirees should understand the "SBP" plan clearly. Since the decision to participate in an SBP involves a major financial undertaking, it should not be taken lightly. It is a one-time election option as the sponsor retires. Learn the nuts and bolts of this government-sponsored insurance plan so that the spouses can assist their sponsors in making informed decisions. For more information call 5-0134.

**h. Resume Writing:** 14 Feb 01, 1400-1630. Learn how to write a winning resume or update an old one. Learn current formats/styles, hot effective words, and power statements to include in your winning resume! To register call Tinisha Agramonte at 5-8557.

**i. Joint Retiree Activities Center:** 15 Feb 01, 1300. Guest Speaker will be Ms. Ann Fox, 30 SW Judge Advocate's Office speaking on taxes and tax preparation. Open Tuesday through Friday, 1000-1400, Bldg 10364, Base Exchange area - across from Four Seasons Store. Call 606-5474 for more information.

**j. Manage Your Move:** 15 Feb 01, 1300-1530. For adults on the move, includes briefings from Finance, TMO, Housing, Legal Office, and tips from TRICARE. Have your questions ready and plan to attend within 120-90 days prior to departure. Spouses are encouraged to attend. Call 6-0801 to register.

**k. Beginners Strength Training Class:** 18 Jan, 15 Feb, 1400-1500. Every third Thursday at the base gym, meet at the front desk. Let exercise physiologist Tyson Grier, show you how to build strength. Call 6-2221 to register.

**l. On and Off Base Job Opportunity Information:** 16 Feb 01 1400. Come to find out information on local job employment opportunities and sources. Find out who's hiring and who's not. Find out how to add your resume to the AF and local websites. To register call 5-8557.

**m. Advanced Stocks Workshop:** 20 & 21 Feb 01 1130-1300. Learn what drives the stock market, different types of common stock, how to evaluate a company, and how stocks fit into your investment portfolio needs. To register call 6-4491.

**n. Cholesterol Education Classes:** 21 Feb 01, 1300-1600, or 19 Mar 1300-1600 in the Commander's Conference Room at the base clinic. Is your cholesterol level high? Do you know what your risk factors are? Do you know how to lower your cholesterol? Learn about lifestyle changes, exercise, and medications by attending this class offered by the Cholesterol Management Team at the 30th Medical Group. To register, call Denise Prucey, RN, at 6-7291.

**o. WIC Office Comes To You:** Upcoming WIC visit, 22 Feb 01. A satellite office of the Women, Infants, & Children (WIC) Program is at the Family Support Center the 4th Thursday of each month from 0800-1700 for Vandenberg personnel who meet program requirements. WIC is a nutrition education program, and provides supplemental food to promote good health for pregnant, breastfeeding, and postpartum women, infants and children up to age five. For more information contact Teresa Orozco at 6-4636, or call the Lompoc WIC office at 737-6470 for an appointment.

**p. Car Care Because We Care:** Available to eligible spouses of ADAF members deployed for more than 30 days or on a remote tour, and first term airmen. This program keeps the "primary" family vehicle of ADAF members in top running condition by preventive vehicle maintenance. Maintenance includes oil & filter check, lubrication, and vehicle safety checks on a grant basis. Call 5-8551 to learn more.

**q. Nursing Mom's Program:** This program provides grants to rent electric breast pumps for ADAF families enrolled in Family Advocacy's New Parent's Program. The Family Advocacy Nurse Specialist determines the need. Call 5-8551 to learn more.

**r. Child Care for PCS:** Twenty hours per child is paid with Air Force Aid funds within 30 days of arrival or departure with PCS orders. This program is available to military members E-1 to E-5 and others in unique circumstances. Child care must be provided by licensed Family Day care providers on base. Pick up a Certificate of Eligibility and a list of providers at the FSC's Relocation office. Please bring a copy of your orders. To register call 6-0801.

**s. Phone Home Program:** Prepaid calling cards provided by the Air Force Aid Society are available for Air Force members to include single and married service members when they deploy for 30 days or more. TSgt Spencer disburses only one calling card to the service member per deployment. Eligible to receive calling cards are active duty Air Force service members who are deploying for over 30 days, to include school TDY's over 30 days. Also eligible are Air National Guard and Reservists activated under Title 10 orders for over 30 days. Call TSgt Spencer at 6-0039 for more information.

**t. Information and Referral:** The I & R helps you determine your needs and refers you to the right resource. The I & R program is designed to give information on programs and services offered in the Vandenberg Community; on and off base. Call your Information & Referral contact if there is a service, program, location, or phone number you are looking for. Receive information on such topics as: Adoption, ARC Teen Babysitter Lists, Citizenship/ Immigration, Elder care, Local Area Info, Speakers Bureau, Family Home Daycare Providers, Maps/Phone books, Santa Maria & Lompoc

Preschool lists, Local Clubs/Assoc./Support Groups, and more! Dial 6-INFO (6-4636) and get the information you need.

**u. Moms to New Moms Program:** As a new mom you may have questions or worries about your new role. Consider this mentorship program that provides you special support during this time in your life. Contact Nancy Sias at 6-5338 for details.

**30th Services Squadron** (30 SVS/SVK, 6-0276)

**a. Pacific Coast Club** (For details on any club functions please call 734-4375 or 734-4376).

**Entertainment**

- Every Friday **Members Only Social Hour.** 1700. Complimentary snacks.
- Every Friday **Club Card Drawing.** 1800. \$300 pot every Friday, must be present to win. If no one wins, we add \$25 to the pot each week until there is a winner.
- 9 Feb 01, 2200-0200. Latin Night in the Hawk's Nest.
- 10 Feb 01, 2100-0200. Every Saturday, enjoy the **DJ in the Hawk's Nest.**

**Menu**

- **Valentine's Day Special:** 14 Feb 01, 1800-2000. Chateau Briand for two with salad, dessert, & complimentary bottle of champagne or sparkling cider, \$34.95. Chicken Monterey with 1/2 carafe of wine, salad and dessert, \$11.95. Blackened Salmon Fillet with 1/2 carafe of wine, salad and dessert, \$13.95
- **Lunchtime Potato Bar:** The club now has a lunchtime potato bar available Mon-Fri. Baked Potato with unlimited toppings including Chili & Cheese, and a small salad just \$3.95.
- **Lunch Time Buffet:** Monday – Italian, Tuesday – Mexican, Wednesday – Santa Maria BBQ, Thursday – Chicken & Ribs, Friday – Seafood.
- Tuesday and Thursday Dining menu, 1800-2000.
  - 6 Feb 01. 2 For 1 **Prime Rib.** \$16.95.
  - 8 Feb 01: **Mongolian BBQ** \$5.95 for a 5 ounce meal, \$.95 per additional ounce.
- **Foggio's:** Now call and order ahead at 5-7800.
  - **Expanded Menu:** Now, all your lunch favorite lunch items can be ordered at night.
  - **February Special:** Monday night is Pizza Night! Large Cheese Pizza for just \$7.50 (\$1.25 per additional topping). Pick-up orders only. Offer good Mondays after 1700.

**b. Fitness Center:** (30SVS/SVMP, 6-3832)

- **Free Karate Classes:** Traditional Shotokan International Karate-Do classes are now available. Classes run Mon & Fri from 1800-2000 at the Services Center and Wed from 1800-2000 at the Base Gym Annex. For men, women and kids 8 or older. For more information, call 736-6213.
- **Sweetheart 5K Run:** 9 Feb 01. Registration deadline is 8 Feb 01. Sign up today.
- **Biathlon:** 24 Mar 01, 0900. 5K or 15K Bike Ride. Start training today.

**c. Family Aquatics Center:** (30SVS/SVRO, 6-3581)

- **Central Coast Marlins:** The Family Aquatics Center is offering a year-round competitive swim team for children ages 5-18. There are three programs based on experience and skill level. Stop by the Aquatics Center and check it out. The first week is free.
- **Help Wanted:** Are you looking for an exciting summer job as a lifeguard or swim instructor? The VAFB Family Aquatics Center is seeking qualified, responsible and motivated individuals to join our summer staff. If you are interested, please call Jennifer at 6-3581.

**d. Bowling Center:** (30SVS/SVK, 6-3209)

- **Thunder Alley/Rock 300:** Thursday, 1800-2100, Family Night. Friday, 2200-0100, Thunder Alley/Rock 300. Saturday, 2100-2400, Thunder Alley/Rock 300.
- **Sweetheart Doubles Tournament:** 17 Feb 01. Check in is at 1730, bowling starts at 1800. Cost is \$12 per entry.
- **Eat And Bowl:** Bowl three games, plus a hamburger, fries and large drink for just \$6.50.

**e. Services Center:** (30SVS/SVYR, 5-8974)

- **New Natural Knead Massage Therapy:** Located in the Services Center. Gift certificates and evening appointments are available. Credit Cards accepted. For an appointment call 5-4748 or 717-9088.
- **Natural Knead Valentine's Day Giveaway:** 2-hour Hot Stone Therapy (\$100 value) with purchase of one 1-hour gift certificate and a paragraph describing why your sweetie deserves it. Winner will be called on Valentine's Day. Therapy session will be given 16 Feb. Credit

cards are accepted. Located in the Services Center, call 605-4748 or 717-9088 and make an appointment today.

- **Country Line Dancing:** Ongoing FREE dance lessons at the Service Center. Wednesday, 1830-2100.
- **Upcoming Trips:**
  - 16-19 Feb 01. **Lake Tahoe Skiing Trip.** Three nights at the Holiday Lodge: \$190 single, \$130 each/double, \$110 each/triple. Leave VAFB at 0800 16 Feb 01, return 1900 19 Feb 01.
  - 3-4 Mar 01. **Las Vegas Turnaround.** Cost is \$40. Leave VAFB at 0600 arrive in Las Vegas at 1500. Twelve hours to spend as you wish, no monitoring, plus \$25 back in free play and coupons.
  - 7 Mar 01. **Price Is Right with Bob Barker.** Cost is \$40. Transportation and guaranteed seating. Must be 18 yrs old and have two valid forms of ID.
  - 9 Mar 01. **Dharma & Greg TV Taping.** \$25. Leave VAFB at 1400.
  - 24 Mar 01. **Getty Museum Trip.** \$35 per person.

**f. Youth Center:** (30SVS/SVYY, 6-2152)

- **Girls Youth Softball:** Registration runs through 16 Feb 01 or until teams are full. The Diana Softball League is for girls ages 6-14. Don't miss out. Sign up at the Youth Center.
- **Youth Baseball:** Registration runs through 3 Mar 01 or until teams are full. The Baseball League is for ages 5-13.. Don't miss out. Sign up at the Youth Center.

**g. Marshallia Ranch Golf Course:** (30SVS/SVRG, 6-6262)

- **Ladies Priority:** Every Wednesday 0830-0900.
- **Florida 4-Ball Tournament:** 17 Feb 01. Entry Deadline 15 Feb 01 by 1500. Tee times start at 0645. \$10 per player. Sign up at the Pro Shop.
- **Tuesday Special:** All active duty Green Fees are half price and carts are available at 9 hole rate.
- **Wednesday Special:** All carts can be rented for a 9-hole rate, and range balls are half off.
- **Thursday Special:** All retired military get carts for the 9 hole rate.
- **Friday Special:** All contractor and guest green fees are \$10 off every Friday.

**h. Rod & Gun Club:** (30 SVS/SVRO, 6-4560)

- **Open Skeet:** Open skeet and trap shooting every Wed, Fri, Sat and Sun at 0830, except for special events.
- **Five Stand Sporting Clays:** 2<sup>nd</sup> and 4<sup>th</sup> Tuesday each month.

**i. Outdoor Recreation:** (30SVS/SVRO, 6-0960)

- **Rafting Volunteers:** The VAFB Rafting Team is seeking volunteers for their White Water Guide School. Anyone interested contact Outdoor Rec.
- **Eco-Challenge:** Outdoor Recreation is seeking volunteers to head a planning committee for an Eco-Challenge at Vandenberg. Anyone interested should contact Michael Renner at 6-5908.
- **Fishing Seminar:** 10 Feb 01, 0700. Join local fishing expert Eric Holcomb at Pine Canyon Lake #1. Cost is \$5 per person. Pre-register through Outdoor Rec.

**j. Human Resources:** (6-8906)

- **Jobs Available:** The Human Resources Office has jobs available for off-duty military, family members and civilians. For a list of current positions call the job information line, 6-8743 or stop by Bldg 11777, Room B-109 for an application.

**Education Services & Human Resources Flight:** (30MSS/DPHS, 5-5902)

**a. CCAF Graduation Transcript Deadline:** 15 Feb 01. The Community College of the Air Force (CCAF) graduation is fast approaching. Students who have completed all course requirements and need transcripts submitted to CCAF, should submit their requests to: 30 MSS/DPHE, Attn: Michelle Schrage, no later than Thursday, 15 Feb 01. Transcripts, along with the degree nomination letter from the counselor, must be at the CCAF, Maxwell AFB, on 23 Feb 01. No exceptions.

**b. Scholastic Aptitude Test (SAT):** 24 Feb 01. The next Scholastic Aptitude Test (I) is scheduled for Saturday, Feb 24, 2001 at 8:00 a.m. in Bldg 14002 provided enough people are scheduled. This test is for military personnel only. The SAT I is a three-hour test, primarily multiple-choice, that measures verbal and mathematical reasoning abilities. SAT scores are required for various commissioning programs. Call Debbie Johnson, at ext. 5-5902, for an appointment.

**c. Formal and Base Training Office Closure:** The Formal and Base Training Offices in Bldg. 14002 will be closed on Fridays for training until further notice. Formal Training will be open *for pickup of orders only* on Fridays.

**d. New Weighted Airman Promotion System (WAPS) Testing Location:** The Weighted Airman Promotion System (WAPS) testing will be conducted in Building 16135 and not 11777 for the upcoming 01E5, 01E6 and 01E7 cycles. Building 16135 is located at 203 Korina Street behind the Child Development Center. **All other testing will continue to be done at Building 11777.** All WAPS monitors are reminded that all notifications of testing need to be returned ASAP to 30 MSS/DPHE, Attn: Jeana Russ.

**Personal Computer Training Class Schedule:** (30CS/MCA, 6-3771)

Listed below is a current 30 SW personal computer systems training schedule. Classes are open to active duty military and DOD employees only. Walk-ins are welcome on a space available basis. To register, or for additional information, contact Ms. Lexi Schwartz via base email. If you do not receive a confirmation of your registration within two days, please contact us to see if we did receive it. For questions only, not reservations, call 6-3771. You will probably reach an answering machine, so please leave a message and we will call you back. The classes do not require knowledge of the individual programs but a working knowledge of Windows is required. We recommend taking the classes in the following order: Word; Excel; PowerPoint; Access.

**New Classes:**

**a. Palm PDA— Beginning.** This class is for those who have a Palm OS PDA (Personal Digital Assistant) and want to learn how to use it. Awareness of using it on a base network, how to get the most of the Palm, and installing applications are covered.

**b. Palm PDA— Day Planning.** This class is for those who are comfortable using their Palm PDAs but are looking for ways to make life faster and easier, how to get the most out of the device.

**c. Computer Based Training (CBT) Facility:** In addition to the existing traditional instructor led courses offered at the computer training facility located within Bldg. 9360, MCA Engineers, Inc. also reserves specific 4 hour blocks of time for those students interested in completing Computer Based Training (CBT) courseware. This provides an alternate method for those military or DOD civilians who are unable to satisfactorily complete CBT's at their Personal Computer in their regular work environment. Currently, eight of the twelve available seats are reserved for use by Workgroup Managers. Openings are available most days from 08:30-11:30 and 12:30 to 16:00. Call to schedule.

**Classes are held in Building 9360.** Take Washington to Nevada, turn west on Nevada, turn onto 4th Street, we're the last building on the right.

Dates	Class Name	Instructor:	Time	Open Slots	Wait List
<b>Instructor Led</b>					
<b>February 2001</b>					
2/7-9	Word 97	Lexi Schwartz	12:30-16:00	0	0
2/12-16	Access 97 Advanced	Lexi Schwartz	08:00-11:30	7	0
2/12-13	Outlook	James Wooding	12:30-16:00	1	0
2/16	Outlook Email Only	James Wooding	12:30-16:00	0	0
2/20-23	PowerPoint 97	James Wooding	08:00-11:30	0	4
2/20	Excel 97 Advanced	James Wooding	12:30-16:00	8	0
2/21	Word 97 Advanced	Lexi Schwartz	12:30-16:00	0	1
2/23	Outlook Email Only	James Wooding	12:30-16:00	2	0
2/26-2	Access 97	Lexi Schwartz	08:00-11:30	0	6
2/28-2	Excel 97	James Wooding	12:30-16:00	0	4
<b>March 2001</b>					
3/5-7	Word 97	Lexi Schwartz	08:00-11:30	8	0
3/5	Outlook Email Only	James Wooding	12:30-16:00	0	0
3/6-9	PowerPoint 97	James Wooding	12:30-16:00	7	0
3/12-15	Project 98	Lexi Schwartz	08:00-11:30	12	0
3/12	Outlook Email Only	James Wooding	12:30-16:00	6	0
3/13	Intro to Computers	James Wooding	12:30-16:00	14	0
3/14	Palm PDA - Beginning	James Wooding	12:30-16:00	5	0
3/15-16	Outlook	James Wooding	12:30-16:00	14	0



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3/16	Palm PDA Day Planning	Lexi Schwartz	12:30-16:00	14	0
3/19	Outlook Email Only	Lexi Schwartz	08:00-11:30	14	0
3/19-21	Excel 97	James Wooding	08:00-11:30	8	0
3/19-23	Access 97	Lexi Schwartz	12:30-16:00	0	5
3/20	Outlook Email Only	Lexi Schwartz	08:00-11:30	6	0
3/22	Outlook Email Only	James Wooding	08:00-11:30	14	0
3/23	Excel 97 Advanced	James Wooding	08:00-11:30	14	0
3/26	Outlook Email Only	Lexi Schwartz	08:00-11:30	14	0
3/26-30	Access 97 Advanced	Lexi Schwartz	08:00-11:30	11	0
3/27	Outlook Email Only	James Wooding	12:30-16:00	14	0
3/28-30	Word 97	James Wooding	12:30-16:00	12	0
<b>Security</b>					
<b>February 2001</b>					
2/14	SATE Managers	Dianne Raynor	08:00-11:30	10	0
2/28	EMSEC Training	Dianne Raynor	08:00-11:30	9	0
<b>March 2001</b>					
3/14	Certification & Accreditation	Dianne Raynor	08:00-11:30	6	0
<b>April 2001</b>					
4/11	UCM Training	Dianne Raynor	08:00-11:30	14	0
<b>May 2001</b>					
5/9	SATE Managers	Dianne Raynor	08:00-11:30	14	0
5/23	EMSEC Training	Dianne Raynor	08:00-11:30	14	0
<b>June 2001</b>					
6/6	Certification & Accreditation	Dianne Raynor	08:00-11:30	14	0
<b>July 2001</b>					
7/11	UCM Training	Dianne Raynor	08:00-11:30	14	0
<b>August 2001</b>					
8/8	SATE Managers	Dianne Raynor	08:00-11:30	14	0
<b>September 2001</b>					
9/12	Certification & Accreditation	Dianne Raynor	08:00-11:30	14	0
<b>October 2001</b>					
10/10	UCM Training	Dianne Raynor	08:00-11:30	14	0
10/24	EMSEC Training	Dianne Raynor	08:00-11:30	14	0
<b>November 2001</b>					
11/7	SATE Managers	Dianne Raynor	08:00-11:30	14	0
<b>December 2001</b>					
12/12	Certification & Accreditation	Dianne Raynor	08:00-11:30	14	0